

**Travel Management Service Booking Fees**

The fees listed below are paid per transaction. The fees are charged only once per trip; no additional transaction fees apply for changes or cancellations.

ONLINE BOOKING TOOL FEE PER TRANSACTION	\$5.00
AGENT ASSISTED FEE PER TRANSACTION	\$10.00
SOUTHWEST DIRECT CONNECT (SDC) ONLINE FEE PER TRANSACTION	\$12.00
AGENT ASSISTED FEE PER SOUTHWEST TRANSACTION (FULL CONTENT)	\$14.00
AFTER HOURS FEE (PER CALL)	\$16.00

\*Note: All transaction fees are subject to adjustment based on performance and additional services requested by program participants, as negotiated between the State and TravelStore.